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**Idaho State University
Staff Council Meeting
February 17, 2015
Faculty Senate Conference Room, 301 Rendezvous
Minutes**

Present: Ann Howell, Ben Mills, Brian Atkinson, Brian Kraft, Chris Wagner, Connie Tillotson, Craig Joseph, James Yizar, Jillian Stambaugh, Michael Alvord, Michael Taylor, Peggy Larsen, Ryan Faulkner, Sharra Nelson, Stefanie Shadduck, Syd Sharp, Weston Whitworth

Excused: Emily Frandsen, Jeanette Rose, Julie VanLeuven, Kim Wright, Natalie McHugh, Susanne Forrest

Absent: Allyson Johnson, Barry Hulet, Chris Wilson, Omar Raudez

Call to Order

Syd Sharp called the meeting to order at 1:37pm

Minutes:

Minutes from the January 22, 2015 meeting were approved with the following amendment:

Page 3 lines 9 & 10, Brian would like the wording changed to "Brian is helping Ali to have the funds transferred." Ali is deciding how she would like to allocate the funds. Brian would also like the wording changed to "If the transfer occurs, the balance should be..."

Treasurer Report

The current balance is \$11,232.63. The only new expense was for the fall social. The total expense for the socials at all campuses is \$773.66.

New Business:

No new business.

Internal Committees

Bylaws – Mike Taylor

The bylaws have been reviewed and approved by David Alexander. They are now being forwarded to the president's cabinet.

Events – Allyson Johnson

The socials went well. Mike said the Kindle was delivered to the winner in Pocatello. A secure delivery is being coordinated for the Idaho Falls and Meridian locations.

Election – Weston Whitworth

A staff list will be generated by Human Resources. Weston will determine the vacancies and a call for nominations will go out for elections in March. Elections will occur in BengalWeb.

Employee Recognition – Mike Taylor

Katie Hammond in Human Resources is creating a list for the years of service awards. Emily is meeting with Joey Gifford to create the invitation.

The committee decided to order the same menu as last year. The Southern Hospitality menu includes pulled pork, corn bread, and a chicken entrée. Chartwell's has added an additional cost for menus with chicken. They are now charging an extra \$1.49 per person for chicken. Last year staff council went over budget by about \$1,000. The committee is planning on about 450 staff members this year and is trying to keep costs down. The committee is exploring different options to make chicken available without overspending. An option is to make it a special meal like vegetarian entrees. Special meals are held in the

1 back and are available on request. The invitation would need to include a preference for chicken so
 2 enough entrees are ordered. Ann suggested looking at another menu. She has order the Turkey Dinner
 3 and the Chicken Cordon Bleu and has been happy with both menus.

4
 5 **Marketing – Emily Frandsen**

6 Not present

7
 8 **Professional Development – Craig Joseph**

9 Applications have been reviewed. Six applications were received. The council approved three staff
 10 members to receive awards totaling \$1000. Donna Parker was awarded \$100 because the cost of her
 11 class was \$100. Michelle Munoz and Jackie Baergen were awarded \$450 scholarships.

12
 13 Craig would like the details about what is considered when awarding scholarships listed on the website.

14
 15 **Retiree Recognition – Natalie McHugh**

16 Not present

17
 18 **Scholarship – Brian Kraft**

19 Nothing to Report

20
 21 **External Committees**

22
 23 **Campus Beautification – Sharra Nelson**

24 The VP, Kent Tingey, attended the meeting. He said the Native American statue that was donated to the
 25 university was not acquired appropriately. The donation was accepted but no department owns the
 26 statue. Creating a department or regrouping an art committee was discussed. The issue will now go in
 27 front of the president's cabinet.

28
 29 The 1901 club asked to have an integrated IS sign near Reed Gym. The committee would like something
 30 more traditional like the signs on the corners.

31
 32 **Campus Recreation Advisory Board – Connie Tillotson**

33 Nothing to Report

34
 35 **Diversity – Peggy Larsen**

36 Nothing to Report

37
 38 **Parking Advisory Board – Ann Howell**

39 Instead of towing cars they will start booting vehicles. Also, eight solar powered pay stations will be
 40 added. Parking permits may be obtained by swiping a credit or debit card. Ann is not sure if the stations
 41 will accept cash payments. These pay stations will be installed in the metered areas. Weston asked about
 42 PCI compliance issues. Ann said PCI compliance wasn't talked about. Laura, in the parking office, has all
 43 of the details about the pay stations. Ann said the pay rates should stay the same.

44
 45 **Parking Appeals – James Yizar**

46 Appeals are almost caught up. Peggy said she has seen a lot of appeals going through but only half is
 47 being charged. James said the citation history is looked at and if citations have not been received in the
 48 last year, the committee considers charging half of the amount of the fine.

49
 50 James asked Ann if the advisory board has addressed the recommendations from the appeals committee.
 51 The recommendations are that citations need to be paid prior to appeal, and appeals need to be filed in
 52 the same semester the citation is issued. Ann said both issues were voted down.

53
 54 James said the parking office will be cracking down on faculty and staff using visitor parking spaces.

President's Cabinet – Syd Sharp

Only a few policies have been discussed. The smoking policy has not been discussed.

There are 17 people are on the president's housing committee. Ann asked the purpose of the committee. Syd said to review all options for the president's house and to find the best option. The options are to renovate the current house and bring it up to code, to build on campus, to purchase off campus, or to provide a stipend. If it is approved to provide a stipend, the university is required to maintain the home.

An email, servelcomm@isu.edu, was created to collect comments for the committee. Syd explained any repairs must be completed by a state approved, bonded company. This sometimes leads to higher cost for repairs. The committee is getting president's housing information from other colleges and universities in the state.

Safety – Barry Hulet

Not Present

Special Budget Council – Syd Sharp

Representative from Student Affairs and Health Sciences came to talk about professional and activity fees. An average 3.3% increase will be proposed to the State Board of Education. BSU and U of I have asked for increases between 6% and 8%. The SBOE said to not attempt to request increases at that level. The student fee hearings will be next week.

Sustainability – Chris Wilson

Not Present

University Library – Ryan Faulkner

The library is continuing to work on their bylaws.

Right now there is only one staff member working with Iliad. They are in the process of getting someone to assist her.

Faculty members on the committee asked why services were being cut. The library had to discontinue a contract with a search provider. The library has established a new contract.

Old Business:

No old business

Announcements

James asked if there would be a staff appreciation softball social. Syd said he doesn't think the committee has discussed this yet.

James sent around a letter from the governor's office congratulating years of service. The letter is printed on the letterhead upside down. James said things like this does not help staff feel appreciated.

Weston sent an email to non-classified representatives to see who is interested in being on the non-classified grievance committee.

Adjourn

Motion to adjourn made and seconded. Motion passed. Meeting adjourned at 2:37 pm. The next Staff Council meeting will be March 17, 2015 in Faculty Senate Conference Room from 1:30 pm – 3:30 pm.

Respectfully Submitted,
Stefanie Shaddock